

Command Policy

**INSPECTOR GENERAL COMPLIANCE INSPECTIONS
AND OBSERVATION VISITS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFRPD 90-2, *Inspector General—The Inspection System*, AFI 90-201, *Inspector General Activities*, and AFSOCI 90-201, *Inspector General Activities*. AFSOCI 90-203 applies to all Air Force Special Operations Command (AFSOC) units and to AFSOC gained Air National Guard (ANG) when published in the ANGIND2, *Numerical Index of Applicable Administrative Publications*. However, this publication does not apply to AFSOC gained Air Force Reserve Command (AFRC) units. These units will comply with AFRCI 90-201, *Inspector General Activities*.

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Chapter 1

UNIT COMPLIANCE INSPECTIONS (UCI)

1.1. Definition. Air Force Policy Directive 90-2 states that the primary focus during a UCI is compliance with items requiring action by US Laws, Executive Orders, Department of Defense Directives, and safety, that if not complied with, could result in legal liabilities or penalties. UCIs are normally conducted in conjunction with an ORI, and every two years for those active duty units who do not receive ORIs. However, the AFSOC/CC can direct a UCI at anytime. UCIs are scheduled and published in the AFSOC/IG 12-month projection calendar.

1.2. Policy. This publication applies to all active duty AFSOC units and AFSOC gained ANG units.

1.3. Administration. The office of primary responsibility (OPR) for this implementing instruction is AFSOC/IG.

1.4. Implementation. The HQ AFSOC/IG will conduct UCIs as defined in this AFSOCI.

1.4.1. Inspector General Complaints Program. In accordance with AFI 90-301, the Inspector General will coordinate a time to hear personal complaints. Specific complaints made by unit personnel and or Fraud, Waste, and Abuse (FWA) disclosures will be documented. However, these complaints and or disclosures will not be incorporated in the UCI report.

1.4.2. Special Interest Item (SII) Program. Air Force, AFSOC, and ANG SIIs will be assessed during UCIs, and will be incorporated into the UCI report.

1.4.3. Compliance Program. Areas inspected will be those identified as Common-Core Criteria (CCC) compliance areas listed in AFI 90-201. AFSOC will add compliance areas only for specific areas critical to AFSOC mission accomplishment. UCI areas will not be developed based solely upon AFIs. UCI results will be retained by AFSOC/IG and reviewed during the unit's subsequent inspections. All units are responsible for the applicable compliance areas listed in AFI 90-201 and any MAJCOM added compliance areas.

1.5. Visit Outbrief. The IG will hold a small, informal outbrief with the commander plus essential unit personnel. UCI results will not be included as part of the formal Operational Readiness Inspection outline.

1.6. HQ AFSOC Directorates responsibilities:

1.6.1. Provide qualified augmentees for the IG team.

1.6.2. Deconflict Directorate SAVs with the IG projected inspection schedule. HQ AFSOC SAVs should not be scheduled 60 days prior to or 60 days after a HQ AFSOC IG visit. A copy of the SAV report will be forwarded to the IG.

1.6.3. Work issues and/or findings identified during UCIs. Inform HQ AFSOC/DS and the unit when the issue is resolved.

1.7. HQ AFSOC/IG responsibilities:

1.7.1. Schedule and conduct UCIs in accordance with AFI 90-201 and this instruction.

1.7.2. Maintain a record of issues forwarded to the HQ AFSOC staff and the final resolution of these issues.

1.7.3. Inform units of scheduled visits and applicable compliance items in the 12-month projection schedule.

1.7.4. Inform directorates of scheduled UCIs and solicit inputs and augmentation as needed.

1.7.5. Coordinate with the inspected unit for mission support.

1.7.6. Coordinate with the National Guard Bureau as required.

1.7.7. Provide per diem and travel funds for augmentees.

1.8. AFSOC units responsibilities:

1.8.1. Comply with items requiring action by US Law, Executive Order, Department of Defense Directive, and safety that if not complied with could result in legal liabilities or penalties.

1.8.2. Provide IG augmentees when required.

Chapter 2

OBSERVATION VISITS AND READINESS OBSERVATION VISITS

2.1. Definitions.

2.1.1. Observation visits (OV) are designed to provide AFSOC gained units and introduction to AFSOC. This non-graded, “management-consultant” type visit is key to communication between the HQ AFSOC staff and field units. The purpose is to welcome new units to AFSOC and identify any problems, which are occurring during the transition. Additionally, OVs provide direct feedback to commanders for items solely within their purview, regarding IG perceptions of readiness, quality implementation, compliance, etc.

2.1.2. The Readiness Observation Visit (ROV) can provide the AFSOC/CC with an indicator of combat readiness for any AFSOC or AFSOC gained units. The IG team will observe unit performance at a deployed location as compared to ORI criteria defined in AFSOCI 90-202, *Inspector General Operational Readiness Inspection*. However, no grade will be assessed. The ROV will be documented in a manner consistent with an ORI report.

2.1.2.1. HQ AFSOC/CC will be the approving authority for all contingency ROVs.

2.1.2.2. The following areas may be observed during a contingency ROV (From AFI 90-201):

2.1.2.2.1. Pre-deployment activities.

2.1.2.2.2. Deployment activities.

2.1.2.2.3. Employment activities.

2.1.2.3. IG aircrew members may fly on contingency missions when the situation allows.

2.1.2.4. IG personnel will expect the unit to fully focus on the contingency during an ROV. The IG will simply observe the unit operate, and will confer with unit personnel only when necessary.

2.2. Policy. See paragraph 1.2.

2.3. Administration. See paragraph 1.3.

2.4. Implementation. See paragraph 1.4.

2.4.1. Primary areas of focus during OVs and ROVs are unit leadership, functional or directorate area management, mission accomplishment, risk management. Scheduled OVs and ROVs are published in the AFSOC/IG 12-month projection calendar.

2.4.1. Inspector General Complaints Program. In accordance with AFI 90-301, *Inspector General Complaints*, the Inspector General will coordinate a time to hear personal complaints. Specific complaints made by unit personnel and or Fraud, Waste, and Abuse (FWA) disclosures will be documented. However, these complaints and or disclosures will not be incorporated in the OV or ROV report.

2.4.2. Special Interest Items (SII). Applicable SIIs will be inspected during OVs and ROVs.

2.5. Visit Outbrief. The IG will hold a small, informal outbrief with the commander plus essential unit personnel.

2.6. Frequency. OVs will be conducted within one year of the unit being assigned to AFSOC. ROVs may be conducted any time deemed appropriate by the AFSOC/CC.

2.7. HQ AFSOC Directorate responsibilities:

2.7.1 Provide qualified augmentees for the IG team

2.7.2. Deconflict Directorate SAVs with the IG projected inspection schedule. HQ AFSOC SAVs should not be scheduled 60 days prior to or 60 days after a HQ AFSOC IG visit. A copy of the SAV report will be forwarded to the IG.

2.7.3. Work issues and/or findings identified during OVs and ROVs. Inform the unit when the issue is resolved.

2.8. HQ AFSOC/IG responsibilities:

2.8.1. Schedule and conduct OVs and ROVs in accordance with this instruction.

2.8.2. Maintain a record of issues forwarded to the HQ AFSOC staff and the final resolution of the issues.

2.8.3. Inform units of proposed visits in the 12-month projection schedule; however, the nature of an ROV in conjunction with a contingency dictates that the observed unit may have extremely limited notification.

2.8.4. Inform directorates of scheduled OVs and ROVs and solicit inputs for augmentation as needed.

2.8.5. Coordinate with the observed unit for mission support.

2.8.6. Coordinate with the National Guard Bureau as required.

2.8.7. Maintain a record of the results from all OVs and ROVs.

2.8.8. Provide per diem and travel funds for augmentees.

2.8.9. Assign an IG planner to establish and maintain liaison with the unit.

2.9. AFSOC units responsibilities:

2.9.1. Prepare for observation visits in accordance with this instruction.

2.9.2. Provide IG augmentees when required.

2.9.3. Provide mission support (work center, phones, desks, computer, printer, etc.) for the ROV as agreed upon in advance or as the situation dictates in the field.

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